

EAST BOULDER COUNTY WATER DISTRICT

P.O. Box 18641, BOULDER, COLORADO 80308-1641
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Board of Directors Regular Meeting

St. Ambrose Episcopal Church

9 DECEMBER 2013

Mark Johns called the meeting to order at 4:03 PM. Those in attendance were the board members (Lynne Deane, Bill Hofgard, Rick Moeller and Bob Champ) and Peter O'Brien (Boulder Water Well Operator). Mary Wagner (Bookkeeper) and Nick Bennett (IT consultant) were also present as were former operators Frank Hauke and Dick Winters.

PUBLIC COMMENTS

Frank and Dick brought up the latest road maintenance dilemma with respect to the Boulder County Commissioners. They had a letter from BoCoFirm which they distributed explaining how taxpayers could possibly stop this fee for road maintenance which the Commissioners are going to levy. Those interested can go to www.BoCoFIRM.org to donate or to find out more about this matter. The Board decided that we could do nothing with respect to this matter.

SECRETARY'S REPORT

The minutes of the 11 November 2013 meeting were discussed. Lynne Deane made the motion that we approve the minutes of the 11 November 2013 meeting. Mark Johns seconded the motion, which was approved unanimously.

REPORTS FROM CONSULTANTS AND COMMITTEES

FINANCE REPORT

Mary Wagner had e-mailed the financial packet to the board (Balance Sheet, P&L budget vs. actual, Monthly income and expense comparisons and the transaction report). Mary also e-mailed the water usage comparison spreadsheet.

Mary reviewed the financial statements and the transactions, which the board approved.

Mary noted that we are within budget for the year with only 88% of expenses incurred. She also noted that there were primarily three accounts that were severely in arrears. These accounts are at least a year late and although we are getting interest on these accounts we should try to expedite payment by contacting the user.

Mary also had a maintenance agreement with Rocky Mountain Cummins for our generator, which we will enact.

WATER SYSTEM OPERATIONS REPORT—10/14/13 – 11/08/13

11/11/13	Pump House Check .49 mg/l outgoing.....,80 mg/l incoming Flush hydrant 370 Paragon/ 292 Paragon .08 start, Light rust 0.14 finish at both addresses 783 Spring Dr. e-coli sample 0.32 mg/l free
11/15/13	Power outage 11:43 am
11/20/13	Pump house check (.36 mg/l out; .52 mg/l in) Add 1-gallon chlorine to Storage Tank
11/29/13	Pump house check 0.50 outgoing Meter Reading. Computer battery died ½ way through...had to charge
2/04/13	Pump house check (.43 mg/l chlorine out, 0.64 incoming) 7560 Panorama Drive, e-coli sample, 0.22 mg/l Update outline fire hydrant file

Five hydrant locations to Boulder County for GIS mapping

Peter will contact Lafayette regarding the lower levels of chlorine being observed incoming since the fall flood. Nick will obtain a new battery for the laptop computer.

IT REPORT

Nick was present and summarized his report which will be attached to the minutes when posted on the web.

UNFINISHED BUSINESS

Individual Property Service Lines

Tabled.

Panorama/Skyway out of water

Tabled.

NEW BUSINESS

2014 Budget

Mary had the revised budget documents, which were signed so that she can submit to the appropriate government agencies.

Water Rates

Water rates were discussed with respect to Lafayette's yearly rate increase of 5 % and our algorithm for setting rates. Because we have been meeting our budgeted revenue by passing the Lafayette increase on to our users, we decided to maintain this approach.

Rick Moeller made the motion that we pass the 5% Lafayette rate increase on to our customers as done last year, giving a base charge of \$47.25 and a 5% rate increase to all marginal rates and not changing the stand-by charge. Bill Hofgard seconded the motion, which passed unanimously.

DIRECTORS COMMENTS AND OTHER MATTERS TO COME BEFORE THE BOARD

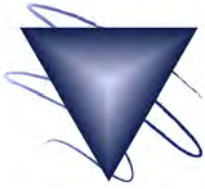
No comments were noted.

ADJOURN

A motion was made to adjourn by Rick Moeller, seconded by Lynne Deane and unanimously approved. The meeting was adjourned at 5:17 PM.

The secretary respectfully submits the above.

Robert Champ



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December 9, 2013

Board of Directors
East Boulder County Water District
P.O. Box 18641
Boulder, CO 80308-0641

RE: *IT Consultant Status Report for December 9, 2013 Board Meeting*

Dear Board:

The following are the activities during this period. Activities performed through December 6, 2013 have been billed to the District.

Action Items

This section identifies any issues that require Board action or decisions. The issue(s) are summarized here, with details in the appropriate section of the report.

- 1) An issue on Water Rates was documented and sent to the Board Members for consideration in developing 2014 Water Rates.

General IT Consulting Activities

- 1) Website Maintenance
 - a) Published the November 11, 2013 Regular Meeting and Budget Hearing Agenda.
 - b) Published the October 2013 Financials.
 - c) Published the November 11, 2013 Meeting and Budget Hearing Minutes.
 - d) Started the structuring of the 2013 Archives on the website so that they will be implemented on January 1, 2014.
- 2) Website Summary Statistics for November 2013:

Summary					
Reported period	Month Nov 2013				
First visit	01 Nov 2013 - 00:33				
Last visit	30 Nov 2013 - 23:56				
	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Viewed traffic *	567	2503 (4.41 visits/visitor)	3535 (1.41 Pages/Visit)	3807 (1.52 Hits/Visit)	433.68 MB (177.42 KB/Visit)
Not viewed traffic *			9487	9584	299.75 MB

* Not viewed traffic includes traffic generated by robots, worms, or replies with special HTTP status codes.

- 3) IT Maintenance
 - a) Computer System Updates
 - i) Due to the archive preparation and a number of other issues, no system maintenance was performed this period.
 - b) Support was requested on the process to delete voicemail messages from Phone.com after a message was received concerning the number of messages stored. The process was verified, documented, and sent to Mary

Operational Support

- 1) No activities this period.

General Support

- 1) No activities this period.

New Issues or Comments

- 1) Documented in separate memo an issue associated with the Water Rates in preparation for setting the 2014 Water Rates. It concerns an anomaly introduced in 2010 (for 2011 Water Rates) to reduce the marginal rates below 20,000 gallons of usage. Several strategies for eliminating the anomaly are proposed within the memo.

Sincerely,

J. Nicholas Bennett
Principal